

AGENDA

GRANT COUNTY BOARD OF COMMISSIONERS

MONDAY, DECEMBER 7, 2015

8:00 a.m. – 8:20 a.m. J Taylor, 2016 Grant County Budget Discussion

8:30 a.m. – 9:00 a.m. Elected Official Roundtable Meeting

9:00 a.m. – 9:20 a.m. J Strickler, ASC Update and Misc. BOCC Action

1. Possible vouchers for Interfund Communications, insurance, legal services, grant administration, etc.
2. Grant County Payment Request #23 to Washington State Department of Commerce on Consolidated Homeless Grant (CHG) No. 14-46108-10, administered through the Grant County Housing Authority, in the amount of \$39,517.35.
3. Memorandum of Agreement between Washington State University Extension and Grant County (subtitled "Appendix A") for the provision of \$95,722.00 in funding for the period January 1, 2016 through December 31, 2016 for an extension program.
4. Department of Commerce Community Development Block Grant (CDBG) Program General Purpose Grant #15-62210-022 with Grant County for water system improvements for the Royal Water District in the amount of \$750,000. Term is August 27, 2015 to January 31, 2019.
5. **Anticipating:** Resolution Authorizing Execution of Intergovernmental Agreement between Grant County and the Town of Wilson Creek regarding State Building Code administration and enforcement (see ASC Action Item #6, below).
6. **Anticipating:** Interlocal Agreement Regarding State Building Code Administration and Enforcement between Grant County, by and through the Grant County Building Department/Fire Marshal Office, and the Town of Wilson Creek for furnishing the administration and enforcement services required to carry out the purposes of the State Building Code Act. Term is from date of last signature to July 31, 2019.
7. **Anticipating:** APS Healthcare Fifth Amendment to Employee Assistance Program Agreement between APS Healthcare Bethesda, Inc. and Grant County. The amendment modifies the rate (Exhibit B, Scope of Coverage, Rates and Payments).
8. **Anticipating:** Grant County Equal Opportunity Employment Plan, 2015-2017.
9. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Full Time Contractor, between Grant County and Robert Kentner. Term is January 1, 2016 to December 31, 2017.
10. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and Michael Felice. Term is January 1, 2016 to December 31, 2017.
11. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County Superior Court (Adult Felony Only), Conflicts/Overflow Contractor, between Grant County and N. Smith Hagopian. Term is January 1, 2016 to December 31, 2017.

NOTE: ALL TIMES ARE ESTIMATES TO ASSIST IN SCHEDULING AND MAY BE CHANGED SUBJECT TO THE BUSINESS OF THE DAY AT THE BOARD'S DISCRETION. THE BOARD MAY ADD AND/OR DELETE AND TAKE ANY ACTION ON ANY ITEM NOT INCLUDED IN THE ABOVE AGENDA. ANY SUBJECT PLACED ON THE AGENDA REGARDLESS OF HOW THE MATTER IS STATED ON THE AGENDA, MAY BE ACTED UPON BY THE BOARD.

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12. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in the Juvenile Division of Grant County Superior Court (Juvenile Offenders Only) between Grant County and Devra Sigle Hermosilla. Term is January 1, 2016 to December 31, 2017.
13. **Anticipating:** 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Marc Doney, dba Citadel Investigations. Term is January 1, 2016 to December 31, 2017.
14. 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Jeff Wade, dba Wade Investigation Services. Term is January 1, 2016 to December 31, 2017.
15. 2016-2017 Professional Services Agreement, Conflict and Overflow Investigator, between Grant County and Karl Calhoun, dba Calhoun Investigative Services. Term is January 1, 2016 to December 31, 2017.
16. **Anticipating:** Professional Services Agreement for Legal Representation of Indigent Individuals in Grant County District Court for Appeals between Grant County and Jeff Goldstein. Term is January 1, 2016 to December 31, 2017.
17. **Anticipating:** 2016 Professional Services Agreement, Interpreter, between Grant County and Saúl Castillo, dba The Interpreter. Term is January 1, 2016 to December 31, 2016.
18. Washington State Department of Commerce Consolidated Homeless Grant (CHG) contract with Grant County, Contract #16-46108-10, in the amount of \$361,591.00 for the provision of resources to assist people who are experiencing homelessness obtain and maintain housing stability, with prioritization of unsheltered homeless households for assistance and services. Term is January 1, 2016 through June 30, 2017 and includes \$21,000 to serve Housing & Essential Needs (HEN) and Temporary Assistance for Needy Families (TANF) households in Adams County.
19. National Joint Powers Alliance (NJPA) Contract #031913-SGL (Simplex Grinnell of Spokane) subcontracts with Grant County for annual fire alarm and suppression system testing, as follows:
 - 19a. NJPA #031913-SGL, Grant County, at the Grant County Justice & Jail (Law & Justice Building) with one year service beginning October 1, 2015 in the amount of \$2,167.00.
 - 19b. NJPA #031913-SGL, Grant County, at Grant County Work Release with one year service beginning October 1, 2015 in the amount of \$1,005.00.
 - 19c. NJPA #031913-SGL, Grant County, at the Grant County Courthouse with one year service beginning October 1, 2015 in the amount of \$991.00.
20. Washington State Department of Enterprise Services (DES) documents relating to Grant County and McKinstry contracting and subcontracting, as follows:
 - 20a. (Exhibit A) Interagency Amendment, DES Agreement No. K2854, Project No. 2014-994, Amendment #2, between DES and Grant County, Courthouse and Annex Energy Upgrades as outlined in the McKinstry Essention, LLC Grant County Courthouse and Annex Upgrades Energy Services Proposal dated November 9, 2015. The amendment modifies:
 - Attachment A, Scope of Work Energy/Utility Conservation Projects Management Services and Attachment C, Scope of Work Energy/Utility Conservation Projects Monitoring Services to update the Statewide Energy Performance Contracting Program Master Energy Services Agreement number from Agreement No. 2013-133 to Agreement No. 2015-181. Period of performance is May 30, 2014 to December 31, 2019.

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- Attachment B, Interagency Reimbursement Costs (to reflect current DES project management fees)
- New total agreement value is \$137,122.00.

20b. (Exhibit B) Signature on Funding Approval as required by DES Engineering & Architectural Services for the following contract: Authorization No. 2014-994 A(1), Amendment No. 3, Project Title: Courthouse and Annex Energy Upgrades, in the amount of \$2,019,275.38.

20c. (Exhibit C) Signature on Funding Approval as required by DES Engineering & Architectural Services for the following: Contract No. 2014-994 H (1-1), Project Title: Courthouse and Annex Energy Upgrades, in the amount of \$6,471,288.62.

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| 9:30 a.m. – 9:50 a.m. | Open Record Public Hearing, Grant County 2016 Budget Adoption, Capital Facilities Plan Adoption, and Make Tax Levies. |
| 10:00 a.m. – 10:15 a.m. | Commissioners Office Safety Meeting |
| 10:30 a.m. – 10:45 a.m. | Citizen Public Comment Period |
| 12:00 p.m. – 1:00 p.m. | Elected Official and Department Head Monthly Luncheon |
| 1:15 p.m. – 1:55 p.m. | L Allison, Grant Integrated Services Update |
| 2:00 p.m. – 2:50 p.m. | K Eslinger, Human Resources Update |
| 3:00 p.m. – 3:20 p.m. | D Hooper, Planning Update |
| 3:30 p.m. – 3:50 p.m. | Open Record Public Hearing, Ordinance amending Grant County Code Ch. 2.16 “Planning Agencies” and Ch. 2.68 “Planning Commission Rules of Procedures”. |
| | <ul style="list-style-type: none">• One of the proposed amendments would reduce the Planning Commission from 9 members to 7 members. |
| 4:00 p.m. – 4:50 p.m. | B Adame, Fairgrounds Update- Conference Call |

TUESDAY, DECEMBER 8, 2015

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| 9:00 a.m. – 4:00 p.m. | C Swartz at Target Zero Partners Meeting (Great Wolf Lodge, Centralia) |
| 9:00 a.m. – 9:30 a.m. | Employee Performance Evaluation |
| 10:00 a.m. – 10:20 a.m. | G Goodwin, Discussion on Chelan/Douglas/Grant County Behavioral Health Organization – Conference Call |

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10:30 a.m. – 10:50 a.m. R Schneider, Emergency Management Update

11:00 a.m. – 11:50 a.m. T Gaines, Central Services Update

1:30 p.m. – 2:20 p.m. J Tincher, Public Works Update

1. Request to purchase the following from Freedom Truck Centers, Inc. as part of their 2016 Equipment Expense Program, as an extension of their 2015 Dump Truck Bid:
 - Qty. 1: 12-14 yd. Dump Truck w/ 12' two-way plow, tailgate sander and tarp system in the amount of \$233,149.46 including \$19,054.46 sales tax.
 - Qty. 1: 12-14 yd. Dump Truck w/12' two-way plow, 10 cy. body sander in the amount of \$247,439.31 including \$20,222.31 sales tax.

2:30 p.m. – 2:50 p.m. G Dano, Prosecuting Attorney's Office Update

3:00 p.m. – 3:15 p.m. Consent Agenda (Items 1 through 21)

COMMISSIONERS OFFICE

1. Commissioners Office and Public Defense Vouchers for approval.
2. Commissioners November 16 and 23, 2015 Minutes for approval.
3. New marijuana license application for Elemental Botanicals (James and Erin Hale, and Nicholas Mayer) 5735 Rd L SE, Ste A, Moses Lake, WA 98837 (Producer Tier 3 and Processor), from the Washington State Liquor and Cannabis Board.
4. Request from the Grant County Mosquito Control Board #1 for permission to perform field surveillance along with ground and aerial applications of mosquito control products within their district for mosquito abatement in 2016.

TREASURER'S OFFICE

5. Application for Resale of Tax Title property for Parcel No. 06-0584-001 (Lot 5, Block 68, Warden 2nd Add) with a starting bid of \$1,000.00. The Treasurer recommends the County begin a Tax Title sale on this property.

GRANT INTEGRATED SERVICES

6. Recommendation to award the bid for the leveling, grading, and new gravel to the newly leased parking lot (from United Methodist Church) to Summers Excavation, Inc. in the amount of \$7,153.77.

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JUVENILE COURT AND YOUTH SERVICES

7. *Held from the November 23, 2015 Consent Agenda:* Request to purchase two photocopiers that were budgeted in their 2015 Capital Outlay budget, from Business Interiors in the amount of \$19,740.00. Their current budget for these items are \$12,000.00 so they request to move \$6,000.00 of their unused Capital Outlay funds to the purchase of the copiers and the balance they will be able to cover within their current operating budget.

HUMAN RESOURCES

8. Recommendation Memorandum regarding a request from Grant Integrated Services – Directions in Community Living for an exception to the annual leave maximum carryover of 151.54 hours, for Gail Goodwin. The Director recommends approval.
9. Recommendation Memorandum regarding an employee of Grant Integrated Services who has been working outside her classification as an Employment Specialist. The Director recommends the employee is paid a stipend to bring her to the correct compensation.
10. Personnel Action Request regarding the salary, wage and/or position change for Erika Ritchie, Grant Integrated Services; and Jodi Zimelman, Public Records Officer/Commissioners Office.
11. Recommendation Memorandum regarding a request from Grant Integrated Services for a compensation review of their Peer Support Specialist position assigned to the BEST grant. The Director recommends that the GRIS hiring authority and the County Commissioners review available data to determine if the BOCC supports the request to permanently change the “Peer Support Specialist” to “Employment Specialist”.

AUDITOR’S OFFICE – ACCOUNTING DEPARTMENT

12. Budget Extension request for New Hope Domestic Violence and Sexual Assault Services Fund #128 in the amount of \$26,900.00 to cover excess salary/wages/overtimes costs which resulted from 2015 employee step increases.
13. Budget Extension request for the Fairgrounds Fund 116 in the amount of \$120,000.00 to cover salary and benefits, Professional Services, and Machinery and Equipment line items;
14. Budget Extension request for Directions in Community Living Fund 125 in the amount of \$82,800.00 to cover excess salary/wages/overtimes costs which resulted from 2015 employee step increases.
15. Budget Extension request for Interfund Benefits (Health Insurance) Fund #505 in the amount of \$2,000,000.00 to cover an unanticipated increase in health related medical claims in 2015.
16. Budget Extension request for the Building Department Fund #138 in the amount of \$16,800.00 to cover under budgeted Interfund General Liability Insurance premiums and increase in employer’s retirement payroll costs.
17. Budget Extension request for the Quadrennial Fund #502 in the amount of \$150,000.00 to cover capital purchases not included in the 2015 budget.
18. Budget Extension request for the Grant County Tourism Commission Fund #114 in the amount of \$6,000.00 to cover outstanding invoices and Travel and Trade Show Registration.

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19. Budget Extension request for the Grant County General Fund #001 in the amount of \$3,000,000.00 to cover excess salary/wages/overtimes costs which resulted from 2015 employee step increases, increases in the employer's portion of employee's retirement benefits, legal judgement claims, and construction cost overages on capital outlay projects. This also includes authorization to transfer monies to 2 new Capital Project funds for the Fairgrounds, Courthouse and Juvenile Court and Youth Services.
20. Request to create two new Capital Projects Funds: #308 titled Courthouse and Juvenile Improvement Fund; and #309 titled County Fair, Sewer Connection Project Fund.
21. Request to close two County Road Improvement District funds: #222 (CRID 92-1 Bond) in the amount of \$15,735.21 and #223 (CRID 93-3 Bond) in the amount of \$16,616.44. These bond loans have been repaid and the unused monies can be transferred to the County Roads fund to cover capital outlay and maintenance costs for those project areas.

4:00 p.m. – 5:00 p.m. C Swartz at Moses Lake Trail Planning Team (Moses Lake City Hall)

6:00 p.m. – 7:30 p.m. FAIR ADVISORY COMMITTEE MEETING

WEDNESDAY, DECEMBER 9, 2015

R Stevens, Out

8:30 a.m. – 9:30 a.m. C Carter at Central Safety Committee Meeting (3rd Floor Meeting Room)

9:30 a.m. – 11:00 a.m. R Stevens, Disability Board Meeting

7:00 p.m. – 8:30 p.m. C Carter and C Swartz at Health Board Meeting (Public Works Meeting Room)

THURSDAY, DECEMBER 10, 2015

R Stevens, Out

7:00 a.m. – 8:00 a.m. C Swartz at Moses Lake Chamber Response Team Meeting (Moses Lake Chamber Office)

9:00 a.m. – 2:00 p.m. BOARD OF EQUALIZATION HEARINGS

9:00 a.m. 10:30 a.m. C Swartz at Multi Agency Communications Center (MACC) Board Meeting (Moses Lake Fire Department)

10:30 a.m. – 11:30 a.m. C Swartz at LEPC Meeting (Moses Lake Fire Department)

1:30 p.m. – 2:30 p.m. C Carter and C Swartz at New Hope Domestic Violence – Potential Office Location Site Visit (Moses Lake)